

BOONE COUNTY BOARD OF HEALTH MEETING

February 2, 2009 ♦ 12:00 p.m.

Boone County Health Department ♦ 1204 Logan Avenue ◻ Belvidere ◻ IL 61008

AGENDA

1. PROGRAM HIGHLIGHTS:

- a. Soil Bores – Mary Alice Peterson and Jim Mulcahy
-

2. APPROVAL OF AGENDA

3. CONSENT AGENDA ITEMS

- a. Approval of previous meeting minutes pg # 1
- b. Department Reports:
 - i. Personal Health pg # 2-4
 - ii. Environmental Health pg #5-6
- c. Personnel Reports
 - i. Public Health Coordinator position
- d. Contracts and Agreements – **RENEWALS**
 - i. none

4. CONTRACTS AND AGREEMENTS – NEW

- a. Women Out Walking Grant

5. FINANCIAL REPORT

- a. Health Fund & Grant Fund pg # 7-12

6. APPROVAL OF CLAIMS pg # 13-20

7. COMMITTEE REPORTS

8. UNFINISHED BUSINESS: (For Action and/or Discussion)

- a. None

9. NEW BUSINESS: (For Action and/or Discussion)

- a. Annual Report – Draft pg # 21-26
- b. Emergency Response – Jan Noble

10. ADMINISTRATOR'S REPORT

- a. Update-County use of generator

11. EXECUTIVE SESSION

- a. Approval of January 15, 2009 Closed Session Minutes pg.# 27-28

12. ADJOURNMENT

PLEASE call Debbie at 547-8540 or e-mail at djeanmaire@boonehealth.org if you will be unable to attend this meeting. Next regularly scheduled meeting: March 2, 2009 at 12:00 p.m.

BOONE COUNTY BOARD OF HEALTH
MEETING MINUTES
February 2, 2009
BOONE COUNTY DEPARTMENT OF PUBLIC HEALTH

Formatted: Left: 0.8", Right: 0.6",
Top: 0.38", Bottom: 0.25", Header
distance from edge: 0.7", Footer
distance from edge: 1"

Members Present: Dr. Hess, Dr. Frost, Allen Sisson, Deb Loos, Dr. Conder, Dr. D'Souza, Gary Turner Brad Rightnowar and George Sprecher.

Staff Present: Malafu Tiatia, Bill Hatfield, Lisa Gonzalez, Mary Alice Peterson, Ellen Genrich and Sandy Romanek.

Guests Present: Jim Mulcahy and Jan Noble

Jim Mulcahy and Mary Alice Peterson presented on soil bores.

The meeting was called to order at 12:10 by Dr. Frost.

A motion to approve the Amended Agenda was made by Allen Sisson and seconded by Deb Loos. Motion carried.

Jan Noble explained to the Board that a donation of \$1,500.00 was received, and that he was requesting from the Board of Health a donation of up to \$500.00 to be added to the \$500.00 already donated by the Fire Department to build a scale model of the downtown Belvidere area. This scale model would be used for instruction and training purposes. Malafu stated that this could be paid for through the Emergency Response Grant. This project should be completed in 3 – 5 months. A motion to approve funding, not to exceed \$500.00 for the scale model of the Belvidere area was by Dr. Frost, and seconded by Gary Turner. Motion Carried.

A motion to approve the minutes of January 5, 2009 was made by Allen Sisson and seconded by Dr. Conder. Motion carried.

Department Reports:

Personal Health: Lisa updated the Board on activities that will be going on supported by the Cosmopolitan Grant, and the status of the search for a case manager.

Environmental Health: Bill invited the Board to the Contractor's Workshop being held on February.

The reports for December 31, 2008 are in the monthly packets.

Personnel Report: Malafu presented some changes that have been implemented at the Health Department.

- The creation of a Public Health Coordinator position
- A modification of the LEHP job description
- A modification to the Food inspector job

There was open discussion concerning enhancing the policy manual concerning permanent part-time employees who accept full-time positions. The Board requested a draft policy be presented at the next Board of Health Meeting on March 2, 2009.

Approval of Claims: A motion to approve the claims was made Allen Sisson and seconded by Dr. Frost. Motion carried.

Contracts and Agreements (new): None

Financial Report: Malafu presented the financial reports. The Health Fund report was presented for January 31, 2009, and the Grant Fund Report was presented for the month of December 31, 2008. A motion to approve the financial reports was made by Gary Turner and seconded by Allen Sisson. Motion carried. Malafu also explained that we are paying for a maintenance agreement on the telephone system, and that this item was not budgeted.

Committee Reports: Dr. Frost updated the Board on the progress being made by the Search Committee.

Unfinished Business: None

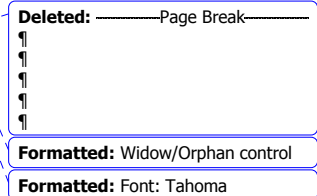
New Business: Malafu presented the Draft of the annual report. A motion to approve the annual report was made by Dr. Frost and seconded by Gary Turner. Motion carried.

Administrative Report: Malafu updated the Board on the county asking for use of the Health Department's generator. The use would be limited, and the County would pay for 50% of the annual maintenance fee.

Executive Session: Staff and guests was asked to leave, Sandy and Malafu were asked to remain. The Board went into closed session a 1:00 p.m. to approve the meeting minutes of January 15, 2009. The Board returned to open session at 1:02 p.m.

A motion to adjourn was made by Gary Turner and seconded by Deb Loos. Motion carried. Meeting was adjourned.

Submitted through Deb Loos.
Sandy Romanek



Deleted: Page Break

Formatted: Widow/Orphan control

Formatted: Font: Tahoma